

**IOWA BOARD OF ATHLETIC TRAINING
Lucas State Office Bldg. – 5th Floor Board Room
Des Moines, Iowa**

**MINUTES
December 18, 2012**

Reason for the Conference Call

A conference call was held due to the limited agenda and anticipated short duration of the meeting. In accordance with Iowa Code section 21.8, access to the public portions of the meeting was provided to members of the public through attendance at the origination site.

Members present: Melody Higgins
Troy Kleese
Shaun McCarthy
Dr. Pamela Davis
Geoff Jensen
Dr. Christina Taylor
Dr. William Jacobson
(Dr. Davis and Jacobson joined the meeting after Roll Call)

Staff present: Tony Alden, board executive
Barb Huey, bureau chief
Sara Scott, AAG

Review Agenda

There were no changes to the agenda.

Approval of Minutes

The minutes of the June 19, 2012 meeting were approved as written, by unanimous vote. (MS: Taylor/Kleese)

Reports

Board Executive – Tony Alden reported that the governor signed executive order 80 in August. The intent of the order is to promote greater public input when creating administrative rules. When the Board considers creating or amending rules the director of the Department of Public Health will review the proposed changes and determine if a stakeholders group will need to be created. If created the stakeholders group would provide additional public input on the proposed rules changes.

Securemail – Tony thanked the board members for their patience as we transition to the new secure method to email confidential documents. Tony reminded board members to save attachments to their hard drives as the link to the documents is only valid for 14 days. If anyone

has any issues with the new system please contact the states ITE or Tony and we'll do our best to help.

Bureau Chief- No report

AAG – No report

Closed Session

A motion was made to move into closed session to discuss complaints under the authority of chapter 21.5, d of the Iowa Code. (MSC Kleese/Davis)

Roll Call vote Higgins (aye), Davis (aye), Kleese (aye), Jensen (aye), Taylor (aye).

The Board enters closed session at 11:09 am.

The Board returned to open session at 11:23 am. and took the following actions:

A motion was made to close case 10-001. (MSC Taylor/Jensen)

Next Board Meeting

March 19, 2013

Adjournment

The meeting adjourned at 11:26 a.m. (MS: Jacobsen/Taylor)

These minutes were approved by the Board on March 19, 2013.